



**Town of Boxborough  
29 Middle Road, Boxborough, MA 01719**

**Addendum No. 2  
5/11/2015  
to the  
Request for Proposals  
Tiered Discount Solar Installation Program  
for Residents & Businesses  
of the Towns of Boxborough and Littleton**

This Addendum No. 2 is being emailed to those Offerers of Record having received the RFP as of 5:00pm, 5/7/2015, as prescribed in the section DOWNLOADING OF DOCUMENTS AND QUESTIONS on page 2 of the RFP. It will also be posted on the Town's website at <http://www.boxborough-ma.gov/home/pages/rfpsifbs>.

Offeror shall acknowledge, in writing, receipt of this addendum, which shall be included with Offeror's proposal. Receipt of this addendum shall be acknowledged by signature as follows: 1) if the Offeror is an individual, by her/him personally; 2) if the Offeror is a partnership, by the name of the partnership, followed by the signature of each general partner; and 3) if the Offeror is a corporation, by the authorized officer, whose signature must be attested to by the Clerk/Secretary of the corporation and the corporate seal affixed.

A reminder that Seven (7) copies of the proposal shall be submitted, no later than 12:00 Noon EDT, May 14, 2015 to:

Ms. Selina Shaw  
Town Administrator/Chief Procurement Officer  
29 Middle Road  
Boxborough, MA 01719  
(978) 264-1712

### **Changes to Section 3.0 Scope of Services,**

- 1) Replace the fourth paragraph under Publicity and Marketing, which reads as follows:

The Installer, through its representatives, shall attend, as requested, meetings of the Committees during the Program Period, and public forums sponsored by the Committees to describe and publicize the Solar Initiative Program and solar energy in general. The Committees will organize and host a “Meet the Installer” public forum to formally kick off the Program Period and begin customer sign ups.

...with the following paragraph:

**The Installer, through its representatives, from time to time shall attend, as requested, meetings of the Committees during the Program Period. The Installer, through its representatives, shall also attend two specific public forums sponsored by the Committees to describe and publicize the Solar Initiative Program and solar energy in general: the first to be held in Littleton at 7:00 pm on June 23<sup>rd</sup>, 2015; and the second to be held in Boxborough at 7:00pm on June 25<sup>th</sup>, 2015, at locations to be announced (dates and times for these Forums are subject to change).**

### **Changes to Section 4.0 Schedule**

- 2) Insert a new item in the list of scheduled activities, as follows:

**Customer sign-up Program Period begins with a Meet the Installer Public Forum in Littleton on June 23, 2015**

- 3) Revise the previously identified Public Forum event on June 25, 2015 in the list of scheduled activities, to read as follows:

**Meet the Installer Public Forum in Boxborough on June 25, 2015**

- 4) Revise the previously identified Public Forum event on June 25, 2015 in the list of scheduled activities, to read as follows:

**Customer signup Program Period ends on October 30, 2015**

**End of Addendum No. 2**

**Receipt Acknowledgement  
Boxborough/Littleton Solar Initiative  
Addendum #2**

This form shall be completed, signed and returned with the proposal.

I hereby acknowledge that I have read the foregoing addendum to the RFP entitled "Tiered Discount Solar Installation Program for Residents & Businesses of the Towns of Boxborough and Littleton"

Company Name: \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_

Authorized Signature Bidder: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

